

## Chapter 26

### TRANSFERRING CLIENTS

PROCEDURE FOR PERFORMING A ONE PERSON TRANSFER TO A WHEEL-CHAIR OR CHAIR WITH A MECHANICAL LIFT:

NOTE: THIS PROCEDURE MAY HAVE TO BE ADJUSTED FOR THE TYPE OF LIFT AVAILABLE. ADDRESS ANY QUESTIONS REGARDING THE USE OF A LIFT TO YOUR SUPERVISOR/NURSE.

1. Gather necessary equipment.
2. Wash your hands.
3. Explain what you are going to do.
4. Provide privacy.
5. If using a hospital bed, adjust bed height to low position and lock brakes.
6. Position chair next to bed with the back of chair in line with the headboard of the bed.
7. By turning the client from side to side on the bed, you can position the sling under the client.

NOTE: MAKE SURE THE TOP OF THE SLING IS AT THE CREST OF THE SHOULDERS AND THE BOTTOM IS ABOVE THE BEND OF THE KNEES.

8. Wheel the lift into place over the client with the base beneath the bed and be sure to lock the wheels of the lift. Widen the base of the lift.

CAUTION: NEVER CLOSE THE SUPPORT LEGS WHILE TRANSPORTING A CLIENT.

9. Attach the sling to the mechanical lift with the hooks in place under the metal frame.

NOTE: BE SURE TO APPLY HOOKS WITH OPEN, SHARP ENDS AWAY FROM THE CLIENT.

10. Have the client fold both arms across chest, if possible.
11. Using the crank, lift the client until the buttocks are clear of the bed. Make sure the client is aligned in the sling and is securely suspended in a sitting position with legs dangling over the bottom of the sling.

12. Guide the client's legs over the edge of the bed and release brakes on mechanical lift.
13. Move the lift away from the bed; turn the client so that he faces you and guide the client's body toward the chair.
14. Bring the lift into position so that the client is over the seat of the chair.

**CAUTION: NEVER CLOSE THE SUPPORT LEGS WHILE TRANSPORTING CLIENTS.**

15. Release the control knob slowly so that the client will gradually be lowered into chair. Guide the client's hips into the chair for proper alignment.
16. Remove the hooks from the frame of the lift.
17. Cover client with lap robe or blanket.
18. Make the client comfortable.
19. Store lift properly until time to transfer client again.
20. Wash your hands.